



## MORAY COUNCIL ANNUAL PROCUREMENT REPORT 2021/2022

Right Rationale

Right Research

Right Route

Right Result

Right Reward

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## INTRODUCTION

The Procurement Reform (Scotland) Act 2014 (the Act) requires the Council to publish its Procurement Strategy each year and, in order to report compliance with this Strategy and the Act itself, the Council must publish an Annual report.

In addition to the required information set out in the Act, this report also includes performance against a number of strategic indicators which were introduced by the Council in order to measure progress on the duties introduced by the legislation.

In order to evidence our progress against our strategic targets, the published Annual Report requires some form of measurement. The statistics presented in this report provide the evidence which should, over time, show how the Council is progressing against both the national and local objectives. The following sections provide both the statistical information and a commentary on performance (*in italics*).

The data provided in this report does still reflect the impact of the COVID-19 pandemic. For much of the financial year 2020/2021 the procurement service was effectively stood down from operational service with only emergency and supplier relief work being carried out until late summer. The team were also without an Assistant Manager until October 2020 which had an impact on many of the strategic development actions identified for 2020/21 and 2021/22. This impact continues to be felt with many Departments now catching up on work set aside during the pandemic. The procurement team has seen an unprecedented increase in workload and with the added complications of an ever changing market this is affecting outputs.

## 1 – SUMMARY OF REGULATED PROCUREMENTS <sup>1</sup>

**TABLE 1** highlights the summary of **live** contracts 2021/2022 (2020/2021) by contract category.

**TABLE 1**

Contract Type	Number	Estimated Contract Annual Value £000
Category A (national)	25 (26)	4,715 (6,365)
Category B (sectoral)	129 (123)	31,030 (19,931)
Category C (local single supplier)	195 (146)	47,271 (46,576)
Category C (framework)	14(15)	10,957 (10,902)
Category C1 (local collaboration)	15 (16)	1,771 (1,838)
Category O (other)	115 (83)	12,464 (21,134)
Non advertised	91(107)	14,045 (23,752)
<b>2021/2022 Total</b>	<b>584</b>	<b>122,252</b>
<b>2020/2021</b>	<b>516</b>	<b>130,499</b>
<b>2019/20 Total</b>	<b>599</b>	<b>133,651</b>
<b>2018/19 Total</b>	<b>522</b>	<b>168,614</b>
<b>2017/18 Total</b>	<b>476</b>	<b>142,891</b>
Quick Quotes and Mini competitions	62 (52)	1,000 (821)

In total there are 584 live contracts listed in the Council's contract register; of these 179 were awarded or added to the register in the year 2021/22

### **Commentary on performance:**

*Whilst we have seen a year on year increase in contractual volume since 2017/18 mainly down to the increasing use of mini competitions and call offs from frameworks, this stalled during 2020/2021 due to the pandemic with little work being done at a local level. However we can now see this trend reversing with the number of new Category "C" contracts (local council developed contracts) increasing from 45 2020/2021 to 104 in 2021/2022.*

In addition to the formal procurement process Departments can make approaches to single suppliers to meet urgent or specialist need. This process is subject to review by the procurement team and approval by the Chief Financial Officer. The procurement team saw an increase in this work during 2021/22 due to the impact of the pandemic.

**TABLE 2**

2019/2020	2020/2021	2021/2022
22	24	55

*It should be noted however that in addition to the increase in awarded contracts the team have seen an increase in projects started but not completed due to market conditions and supplier capacity.*

## **2 – REVIEW OF REGULATED PROCUREMENT COMPLIANCE**

### **Compliance**

The Council's procurement procedures require corporate support for all regulated procurements (tenders over £50,000) and the corporate team also review any Quick Quotes (projects under £50,000) before publication. This scrutiny delivers a high level of compliance to all regulation both national and Council. All procurements have an individual strategy development stage which considers the requirements, the options, the potential for added value and the inclusion of the wider opportunities. This includes a focus on mandatory exclusions, serious and organised crime links, supplier development opportunities, Fair work first, climate change impact and innovation.

### **Performance**

**APPENDIX A** provides the performance results against the Council's Procurement Strategic Action Plan for 2021/2022, which is split between the Procurement Commercial Improvement Programme (PCIP) objectives and the Procurement Strategy measures. An update and comment on performance is given and where improvements are still required, the relevant actions have been identified.

#### ***Commentary on performance:***

*Progress has been made on all bar one of the twelve actions in Section A of the Strategic Procurement Action plan, albeit work is still needed to complete and embed some of the resultant improvements into day to day operations. For many actions this is to be expected with progress on climate change, Fair Work and Community Wealth building being long term ambitions.*

*Section B of the action plan concentrates on measurements that will support the delivery of the Procurement Strategy. These measures were created when the first Annual Report was created for the year 2016/2017 and in the subsequent years procurement has evolved and matured. Not all of the measures continue to provide meaningful data that supports the strategy delivery. Comments have been added to the individual measures highlighting the issues that are impacting on the data and results.*

## Non cash benefits

The Council considers a wide range of non-cash benefits when developing a tender specification: the range is wider than just the social, environmental or economic factors (also referred to as community benefits) that is required by the Act and incorporates added value benefits such as process efficiencies and price stability. The Act only requires community benefits inclusion in tenders with a value of over £4 million, however Moray considers inclusion wherever possible in all tenders.

**Table 3** provides a high level view of the non-cash benefits that have been included in the contracts awarded in the year (comparison to previous year).

**TABLE 3**

<b>Benefit Category</b>	<b>No of contracts</b>	<b>Sub category</b>
Collaboration/tender process	135 (203)	120 savings in procurement development time 15 digital process
Cost Avoidance	19 (7)	6 added value 3 price increase rejection 7 price versus market savings 3 process redesign
Purchase to Pay Process	9 (6)	6 e- invoicing 2 consolidated invoices 1 automated link to online site (punch out)
Demand/Rationalisation	8 (9)	5 specific contract issues 2 rationalised list 1 rebates
Community	20 (26)	4 apprentices 6 Community Benefit Clause (wide ranging) 3 school visits 7 training
Environmental	22 (13)	5 energy 7 greenhouse gases 6 sustainable construction 4 waste
Social	15 (16)	5 fair work issues 8 other – wide ranging 1 Participatory budget 8 Other
Living Wage	77 (26)	26 Accredited 6 Working to accreditation 42 Paying living wage 3 commitment to pay

### **Commentary on performance:**

*The Council's method of recording non-cash benefits was introduced in 2015/2016 and we have seen a year on year improvement (discounting the impact of the pandemic):*

**TABLE 4**

2017/18	182
2018/19	220
2019/20	330
2020/21	203
2021/22	315

*Non-cash benefits are recorded for all contracts, this may result in some duplication where a framework allows for mini competitions as both will have non-cash benefits recorded on the contract register.*

*As the maturity of our procurement portfolio grows it has become more difficult to achieve financial savings and so we are starting to see a switch in focus to the non-cash added value benefits although on a small scale due to the lower value range of contracts we have. The emerging focus on climate issues and community wealth building should also provide the impetus for future delivery of non-cash benefits. Work is required on the contract register to allow for more detailed recording of these contract impacts. At present the data is held at contract level but we really need to drill down to supplier level for some of these categories – for example Living wage. This links to action 1.2 on the Strategic Action Plan.*

### **Supported Businesses**

**Table 5** considers the potential use of supported businesses. *Supported businesses are organisations the main aim of which is the social and integration of disabled or disadvantaged persons and where at least 30% of those employed and engaged with the programme are disabled or disadvantaged.* Public organisations can reserve the right to participate in procurement for the award of a public contract/framework to a supported business (explanation below).

**TABLE 5**

<b>Reserved Supplier</b>	<b>*2020/21 Turnover £</b>	<b>2021/22 Turnover £</b>
Scotland Bravest Manufacturing Company	547	431
Moray Reach Out	117,875	347,015
Out of Darkness Theatre	42,987	110,129
Living Ambitions	176,466	885,153

*\*Reduced values due to lockdown*

**Commentary on performance:**

*The second group of suppliers in the above table are not formally contracted as supported businesses but we believe that our use of these companies goes some way to meet the Reform Act requirement to support such enterprises. These companies however cannot meet the “employment” criteria but certainly do meet the “engagement” element.*

### **3 - FUTURE REGULATED PROCUREMENT SUMMARY**

The Procurement team work with Heads of Service to develop a Departmental Procurement Action Plan (DPAP) for their service that identifies the Council’s procurement activity for the coming year. In addition to this internal forward planning the Act requires the publication of a summary of future regulated procurements in the next two years.

The plan for Moray Council from April 2022 to March 2024 totals:

Number of contracts expiring 353

Estimated value of expiring contracts £209,429,255

Estimated annual value £57,085,100

The detail of this forward plan can be found in our published contract register which includes all contracts information - [Contract Register - Moray Council](#)

**Commentary on forward plan:**

*The above statistics are taken from the contract register. This list contains all contracts with an end date between April 2022 and March 2024; however it should be noted that some may be subject to possible extensions and some may not be re-let. Decisions around the direction for each requirement are taken during the annual DPAP planning process with Service Heads.*

*To expand on this forward plan (which only takes account of expiring contracts from the Council’s contract register), an annual planning exercise is undertaken with Service Heads to take account of other projects which will involve procurement. This results in our Procurement Activity Forward plan - [Procurement Activity Forward Plan - Moray Council](#) This informs the market of our intentions including capital but cannot guarantee that all projects listed will result in a competitive tender. It also directs attention to those projects that may benefit from climate change and community wealth building focus.*



#### 4 - MORAY UPDATE

The pandemic, Brexit and the Ukraine conflict have resulted in uncertain supplies and increased demand on certain markets, which continues to produce a degree of market uncertainty and supplier availability. Although we have concerns about recent market engagement with some tenders receiving little if any response to our published tenders and quick quotes, we are continuing to support departments to maximise their procurement potential. The increasing workload is also adding to the difficulties in meeting our ambitions for contract delivery. Work is underway to review process and engagement in order to identify priorities and efficiencies.

**Moray Council Procurement Savings** – The Council has a process for recording the impact of contracts on the council – this includes cash and non-cash benefits. The cash savings have been categorised as follows:

- 1 Cash saving anticipated – but budget not adjusted
- 2 Cash saving anticipated – budget adjusted
- 3 No baseline – savings cannot be established, review of contract on anniversary of award to reassess
- 4 No savings anticipated

With Local authority finances becoming increasingly complex, the expanded list of savings categories allows for the measurement of the outcomes from any procurement exercise.

- 5 Non cash benefits
- 6 Capital – projects delivering savings against estimate/budget, total saving taken in the year the project was awarded
- 7 Rebate – centralised collection of contract rebates
- 8 Spend to Save – phased return on investment

**Table 6** provides the results for 2021/22 and the previous year (comparison).

**TABLE 6**

<b>Cash Savings 2021/22 (2020/21)</b>		
Category of Saving	<sup>1</sup> Recurring savings £ million	Savings for year (adjusted for start and end date) £ million
1 Budget not adjusted	1.022 (0.784)	0.792 (0.763)
2 Budget adjusted	1.016 (1.010)	0.973 (0.977)
Total	2.038 (1.794)	1.766 (1.740)

<sup>1</sup> Recurring annual savings from the lifespan of live contracts

6 Capital	N/A	0.516 (0.213)
7 Rebate	N/A	0.034 (0.024)

**Commentary on savings achieved:**

*We had anticipated a slow reduction in savings achieved over time as contracts are let and re-let, however the procurement process continues to deliver increases in all categories. It should be noted that these savings are calculated using the estimated values at point of contract award. The values are only amended for any annual increases applied to long term service contracts, if the team are made aware of such changes.*

*Maintaining the value for category 2 budget adjusted makes the most difference to the council's budget. However it should be noted that any category of saving achieved from the procurement process means that the contract starts from a much healthier position and even if increases are imposed they start at a lower level. Given the challenges outlined above it is encouraging that savings continue to be made at a significant level.*

**Procurement Commercial Improvement Programme (PCIP)** – a national evidence based audit for all public organisations, which considers a wide-ranging set of competencies. Normally carried out every two years the programme has been suspended due to COVID-19. Moray Council's last assessment was in March 2018, this resulted in a score of 64%, which took us from Level 2 to Level 3 (silver) but left us short of the national Local Authority average of 70%.

**Supplier engagement** – The Council continued to work with Supplier Development Programme (SDP) throughout the pandemic. The team supported all of the national and local meet the virtual buyer events with the Payments Manager opening the Meet the Buyer North event (7<sup>th</sup> September 2021) in her capacity of Board Member. The Council's supplier development forum was reformed and met with NHS, HIE and Business Gateway to consider a new supplier development strategy which will be picked up by the Community Wealth Building Officer who has been recruited in 2022/2023.

## 5 - SUMMARY

The significant, year on year, improvements evidenced by the PCA (predecessor to PCIP) 19% 2009 to 64% 2014 and PCIP 60.4 2016 to 64% 2018 have now stalled, mainly due to lack of staffing resources and with the audit programme now suspended due to the pandemic we are unlikely to see any recorded improvement in the short term. However, additional staffing resources were approved during 2019/20 to meet the workload associated with Moray Growth Deal and the new focus on community wealth building and climate change. Although workload has increased beyond the capacity of this additional resource we have seen progress on the strategic developments outlined in the 2021/22 Strategy Action Plan.

The Procurement team have seen a change in the quantity and level of support being requested by Departments with a significant increase in activity. At the end of 2021/2022 our team activity programme recorded a total of 471 projects, 167 still work in progress and 304 completed, breakdown provided in **Table 7**.

**Table 7**

Letters of Variation	10
Direct Award from Framework	26
Mini Competition from Framework	59
Quick Quotes	30
Tender	179
Total	304

An analysis of the completed work does highlight however a significant number of projects that were no longer needed, pulled or deferred for various reasons, including submissions that were over budget. It was a difficult year for the team and that continues into 2022/2023 with uncertain market conditions and increasing focus on procurement as an enabler to deliver on the climate change and community wealth building strategies.

**Scottish Government Template Page 19** - is the Annual report template for the statistics requested by the Scottish Government. A number of the measurements are not currently recorded as they would involve a significant change to our process which is already burdensome and heavily reliant on human intervention.

## APPENDIX A

MORAY COUNCIL STRATEGIC PROCUREMENT ACTION PLAN (SPAP) 2021/2022			
SECTION A - PCIP Measurements			
Data Warehouse			
Action	Timetable	Aim	Result
1.1 Development of supplier spend data for Category A & B contracts. To match contract register information with supplier spend to identify variances	April 2022	To ensure that we are maximising the use of the contracts available To sense check the estimated annual value used on the contract register To increase accuracy of data reporting To develop quarterly HOS reports	<i>Progress has been made to record and compare the spend data provided by Procurement Scotland and Scotland Excel. This is being used to identify differences and establish the reason for the variance</i> <b>WORK IN PROGRESS</b>
1.2 To develop existing contract register to maximise required functionality  <b>ICT dependent</b>	<del>April 2022</del> April 2022	Functionality requests submitted to ICT to improve access to data and ease of use	<i>The previously produced register specification has been updated to reflect the new data required for community wealth building and Living Wage requirements. We await ICT resource to be allocated.</i> <b>TO BE CARRIED FORWARD</b>
Leadership & Governance			
1.3 Operational improvement programme: <ul style="list-style-type: none"> <li>To carry out qualitative checks on team outputs</li> <li>Report to Service head on outcomes as part of the quarterly combined procurement DPAP update</li> </ul>	Throughout the year	To focus on the procurement outputs produced by both the team and departments to deliver consistent approach To ensure that actions identified by the review are actioned	<i>Procurement Peer Reviews are carried out on all tenders, the process has been enhanced to consider content, and system set up. However resources have not allowed for the quarterly Service Head reporting that would allow for joint improvements. Work is ongoing to review what data Service heads would find useful – given the wide ranging outputs from procurement and the resultant purchasing activity.</i> <b>WORK IN PROGRESS</b>
1.4 Health & Social Care (MIJB) Support	Ongoing	Targeted support to develop infrastructure for MIJB	<i>The team continue to support the IJB</i>

		<p>Action the outcomes from SXL exercise</p> <p>Maintain contract timeline for monitoring purposes</p>	<p><i>The SXL exercise was never finalised and has been superseded by an independent consultant's review of MIJB procedures. We await the findings of this audit before we can determine the level of support that will be required in the future</i></p> <p><i>Timeline is maintained</i></p> <p><b>ACTIONS IDENTIFIED COMPLETE</b></p>
1.5 Supplier Development Programme (SDP)	<p>April 2022</p> <p>Throughout the year</p>	<p>To continue to support Economic Development with the membership of SDP through the Moray Supplier Development Forum</p> <p>To support local event/s</p> <p>To maximise procurement training for Moray suppliers</p> <p>To support the development of Community Wealth Building (CWB) project</p>	<p><i>The team engage with the SDP regional group and has attended all the national meet the buyer events.</i></p> <p><i>Face to face events have only just recommenced in 2022/2023</i></p> <p><i>We have two CWB "champions" within the team who are engaging with the CWB officer (recently appointed)</i></p> <p><b>ACTIONS IDENTIFIED COMPLETE</b></p>
1.6 Reshape the Procurement Training Programme	May 2021	To allow for digital and regular delivery	<p><i>A new two stage-training programme has been developed</i></p> <p><i>Quarterly training sessions for level 3/4 officers is now being delivered</i></p> <p><b>COMPLETE</b></p>
<b>Development &amp; Tender</b>			
1.7 Review workload allocation process and Procurement Officer time management	July 2022	<p>Develop project weightings to assist in an ensuring Procurements Officers are allocated an equitable workload</p> <p>Review Procurement Officer time recording</p> <p>Review the request for support process</p>	<p><i>The rising workload gave cause for concern and a review of time recording and allocations was undertaken.</i></p> <p><i>Project weightings have been developed to take account of the varied input required from procurement. Active project management identifies stalled projects which are removed from active workloads pending reassessment</i></p>

			<i>The request for support form has been updated to gather more detail about the project to allow for a more informed allocation</i> <b>ACTIONS IDENTIFIED COMPLETE</b>
1.8 Review sustainability questions to include new focus on Climate Change	April 2021 Throughout the year	Introduce new standard question Review team use of question and potential weighting issues Revisit prioritisation tool and SG “template”	<i>Standard question in place</i> <i>We have two climate “champions” within the team who have reviewed the actions assigned to procurement and are working to embed changes to our process. We do recognise that this will take time to fully integrate and for climate issues to become truly part of the process for services and procurement.</i> <b>ACTIONS IDENTIFIED COMPLETE</b>
1.9 Review Fair work questions	August 2021	Compare current question with Scot Gov guidance Link to Fair work first Review team use of question and potential weighting issues	<i>Review carried out and weekly assessment of current projects undertaken to see if we can/should apply weightings</i> <b>COMPLETE</b>
1.10 Introduce Community Wealth Building considerations into tender process	April 2022	Consult with CWB officer Link to CWB strategy	<i>See 1.5</i> <i>The weekly review in 1.9 also applies to CWB</i> <b>ACTIONS IDENTIFIED COMPLETE</b>
<b>Contract</b>			
1.11 Post award implementation improvements: Checklist/structure/pack for meeting	Throughout the year	To ensure that contract awards are subject to a full implementation plan with all stakeholders involvement as part of the operational improvement programme	<i>A vacancy in procurement admin has not allowed this action point to progress. The post has now been filled and this item will be carried forward</i> <b>TO BE CARRIED FORWARD</b>
1.12 Supplier Feedback	December 2021	Review the post tender supplier survey Develop versions for successful and unsuccessful	<i>Review of survey was completed and is now used in all tenders. Getting supplier engagement post tender has proved difficult</i> <b>COMPLETE</b>
<b>Key Purchasing Processes</b>			

SECTION B Procurement Strategy Measurements 2021/2022			
a. Savings			
The measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
A1 Percentage of all council expenditure covered by contracted suppliers Total commercial spend – contract register annual estimated values for live contracts in year	95%	95.26% (94.88%)	The measurement takes account of spend with contracted suppliers Greater contractual exposure
A2 Value of procurement savings achieved through contracts live during the year	£1M	2.038M (1.794M)	The financial results from contracts
A3 Number of collaborative contracts awarded as a percentage of all commenced in year	40%	34.08% (53.03%)	Successful collaboration – the increase in cat C contracts has impacted on this KPI
A5 Percentage of contracts commenced in year that contain a contract benefit (all categories)	15%	84.92% (81.82%)	Increasing focus on non-financial benefit

b. **Contracts**

The measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
B2 Percentage of unplanned/ activity during the year	25%	67.01% (55.58%)	Measure to try and keep unplanned to a minimum <i>Percentage affected by overall increase in workload 200 2018/19, 342 2019/20 to 412 2020/21, 476 2021/2.</i>

c. **Compliance**

The measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
C3 Percentage of Account Payable transactions with a Purchase Order (where relevant ie non-recurring) number during year	75%%	73.71% (74.49%)	Compliance management <i>The team continue to review compliance with council process it is however unclear as to why we have seen this small change. It may relate to increase spend through stores systems which do not link to purchase order.</i>

d. **Accessibility**



The measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
D1 Percentage of contracts commenced during year to SMEs	30%	24.02% (48.48%)	SME access to our business – volume <i>This measure excludes call offs from frameworks which has significantly increased in recent years. If call offs are included the measurement shows 83.33% in 2020/21 and 84.92% in 2021/22 which suggests that this secondary measurement is more relevant as it takes into account the change in workload. (change measure for 2022/23)</i>
D2 Percentage value of annual spend with SMEs for year	55%	50.90% (49.34%)	SME access to our business – by value <i>Confirms the required change for D1 above as spend is being maintained</i>
D3 Percentage value of spend with Moray, Highland and Aberdeen council areas	50%	47.97% (38.09%)	“local” access to our business – value <i>Increased spend staying in the North of Scotland</i>
D4 Number of “events” held or participated in during year	10	6 (5)	Supplier engagement and internal training sessions <i>Face to face activity was slow to take off last year but we have seen a significant increase in 2022/23</i>

e. **Community Benefits -**

The Measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
E1 Percentage of commenced contracts within the year that have a community benefit (category 7)	20%	7.82% (11.36%)	Sustainable duty performance <i>Hard to include community benefits in the contracts we award (low value)</i>
E2 Percentage of collaborative contracts commenced in the year that have a community benefit (category 7)	20%	5.03% (6.06%)	Sustainable duty performance <i>As for E1</i>

f. **Sustainability**

The measure	Target	2021/22 (2020/21) Results	Will Demonstrate Comments
F1 Percentage of contracts commenced in the year that have incorporated a sustainable target (category 5)	20%	8.94% (7.58%)	Sustainable duty performance <i>Very few of our locally developed contracts are suitable for a sustainable target (cat 5 environmental). However with the new focus on climate change issues and the potential for a wider range of potential areas to target we expect this to improve.</i>
F2 Score on Flexible Framework	Level 3	(Level 3)	Sustainable duty performance

[NOTE: reference to contract is also to be construed as meaning a framework agreement]

<b>1. Organisation and report details</b>	
a) Contracting Authority Name	Moray Council
b) Period of the annual procurement report	2021/2022
c) Required by s18 Procurement Reform (Scotland) Act 2014 to prepare an annual procurement report? (Yes / No)	Yes
<b>2. Summary of Regulated Procurements Completed</b>	
a) Total number of regulated contracts awarded within the report period	179
b) Total value of regulated contracts awarded within the report period	51,246,233
c) Total number of unique suppliers awarded a place on a regulated contract awarded during the period	239
i) how many of these unique suppliers are SMEs	204
ii) how many of these unique suppliers are Third sector bodies	Not recorded
<b>3. Review of Regulated Procurements Compliance</b>	
a) Number of regulated contracts awarded within the period that complied with your Procurement Strategy	179
b) Number of regulated contracts awarded within the period that did not comply with your Procurement Strategy	0
<b>4. Community Benefit Requirements Summary</b>	
<b>Use of Community Benefit Requirements in Procurement:</b>	
a) Total Number of regulated contracts awarded with a value of £4 million or greater.	2
b) Total Number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements.	2
c) Total Number of regulated contracts awarded with a value of less than £4 million that contain a Community Benefit Requirements	12

**Key Contract Information on community benefit requirements imposed as part of a regulated procurement that were fulfilled during the period:**

d) Number of Jobs Filled by Priority Groups (Each contracting authority sets its own priority groups)

Not recorded

e) Number of Apprenticeships Filled by Priority Groups

Not recorded

f) Number of Work Placements for Priority Groups

Not recorded

g) Number of Qualifications Achieved Through Training by Priority Groups

Not recorded

h) Total Value of contracts sub-contracted to SMEs

Not recorded

i) Total Value of contracts sub-contracted to Social Enterprises

Not recorded

j) Total Value of contracts sub-contracted to Supported Businesses

Not recorded

k) Other community benefit(s) fulfilled

Not recorded

**5. Climate change**

a) Number of regulated contracts awarded within the report period that included a climate-related requirement.

22

**6. Fair Work and the real Living Wage**

a) Number of regulated contracts awarded during the period that included a Fair Work First criterion.

104

b) Number of regulated contracts awarded during the period where the supplier committed to pay the Real Living Wage in delivery of the contract.

Not recorded

**7. Payment performance**

a) Number of valid invoices received during the reporting period.

69301

b) Percentage of invoices paid on time during the period ("On time" means within the time period set out in the contract terms.)

89.04%

c) Number of regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains.

NIL

d) Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts.

NIL

**8. Supported Businesses Summary**

a) Total number of regulated contracts awarded to supported businesses during the period	1
b) Total spend with supported businesses during the period covered by the report, including:	431
i) spend within the reporting year on regulated contracts	Not recorded
ii) spend within the reporting year on non-regulated contracts	Not recorded
<b>9. Spend and Savings Summary</b>	
a) Total procurement spend for the period covered by the annual procurement report.	122,251,849
b) Total procurement spend with SMEs during the period covered by the annual procurement report.	66,829,484
c) Total procurement spend with Third sector bodies during the period covered by the report.	Not recorded
d) Percentage of total procurement spend through collaborative contracts.	Not recorded
e) Total targeted cash savings for the period covered by the annual procurement report	1,765,704
i) targeted cash savings for Cat A contracts	174,236
ii) targeted cash savings for Cat B contracts	50,159
iii) targeted cash savings for Cat C contracts	1,526,134
f) Total delivered cash savings for the period covered by the annual procurement report	Not recorded
i) delivered cash savings for Cat A contracts	Not recorded
ii) delivered cash savings for Cat B contracts	Not recorded
iii) delivered cash savings for Cat C contracts	Not recorded
g) Total non-cash savings value for the period covered by the annual procurement report	Not recorded
<b>10. Future regulated procurements</b>	
a) Total number of regulated procurements expected to commence in the next two financial years	353
b) Total estimated value of regulated procurements expected to commence in the next two financial years	209.429,255

